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**Commonwealth of Massachusetts**  
**Division of Occupational Licensure**  
**Board of Registration of Cosmetology and Barbering**  
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REGULATION

**SARAH R. WILKINSON**  
COMMISSIONER, DIVISION OF  
OCCUPATIONAL LICENSURE

**MINUTES OF THE December 14, 2023**  
**PUBLIC BOARD MEETING**

**TIME:** 9:30 a.m.

**PLACE:** Conference Call / Virtual Meeting

**PRESENT:** Joy Talbot (Chair), Erinn Breedy, Heather Cohen, Nicole Corliss, Cassia Gilroy,  
Iris Stowe

**ABSENT:** Cate Tool (Vice-Chair), Marian Saluto

**STAFF:** Richard Lawless, Executive Director  
Jamie Dalton, Board Counsel

The Meeting was called to order at **9:31 a.m.** by the Chair. All board members and staff appeared telephonically or by videoconference.

The Chair informed Board members and attendees that the public meeting was being recorded.

**Housekeeping and Conference Call Protocol:**

The Chair reviewed conference call and open meeting protocol with meeting attendees.

**Executive Director Report:**

Mr. Lawless cited the busy agenda, and suggested moving forward with the meeting.

**Board Counsel Report:**

Atty. Dalton thanked the Board members for their work and mentioned certain Board of Cosmetology and Barbering-developed procedures are being used for other Boards due to their effectiveness.

**Minutes of the November 9, 2023 Public Meeting**

After discussion, a MOTION was made by Ms. Corliss, seconded by Ms. Cohen to approve the public minutes of the November 9, 2023 meeting as drafted.



The Chair called for a Roll call vote:

Ms. Breedy (Yes), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Stowe (Yes), and Ms. Talbot (Yes).

The Motion passed 6-0.

### **Discussion**

#### **Proposed Advanced School – PostQuam**

Ana de Los Santos was in attendance to discuss their proposed Advanced School.

After discussion, a MOTION was made by Ms. Cohen, seconded by Ms. Gilroy, to delegate final review of the school documents to Ms. Tool and Board staff, and upon receipt of revised documentation incorporating the Board's recommended changes, and upon meeting all other Board requirements including a final inspection, to approve the school.

The Chair called for a Roll call vote:

Ms. Breedy (Yes), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Stowe (Yes), and Ms. Talbot (Yes).

The Motion passed 6-0.

#### **Proposed Barber School – Monarch School of Barbering**

Suzanne Hicks from Monarch School of Barbering was in attendance to discuss their proposed Barber school. The Board reviewed the school documents and provided recommended revisions.

After discussion, a MOTION was made by Ms. Corliss, seconded by Ms. Cohen, to request that the school revises its documents, incorporating the Board's recommended edits, and to bring the documents back to the next Board meeting for review.

The Chair called for a Roll call vote:

Ms. Breedy (Yes), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Stowe (Yes), and Ms. Talbot (Yes).

The Motion passed 6-0.

#### **Proposed Advanced School – Be Beauty Institute**

Fabiane Tavares was in attendance to discuss their proposed Advanced School.

After discussion, a MOTION was made by Ms. Cohen, seconded by Ms. Gilroy, to delegate final review of the school documents to Board staff, and upon receipt of revised documentation incorporating the Board's recommended changes, and upon meeting all other Board requirements including a final inspection, to approve the school.

The Chair called for a Roll call vote:

Ms. Breedy (Yes), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Stowe (Yes), and Ms. Talbot (Yes).

The Motion passed 6-0.

### **Proposed Barber School – New England Barber Academy**

Bela Basile and Evan Nyman were in attendance to discuss their proposed Barber school. The Board reviewed the school documents and provided recommended revisions.

After discussion, a MOTION was made by Ms. Corliss, seconded by Ms. Cohen, to table the discussion until later in the meeting.

The Chair called for a Roll call vote:

Ms. Breedy (Abstain), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Stowe (Yes), and Ms. Talbot (Yes).

The Motion passed 5-0, with one abstention.

### **Proposed Manicuring School – Flavia Leal Revere**

Paul Fallon from Flavia Leal Beauty School was in attendance to discuss their proposed Manicuring School in Revere.

After discussion, a MOTION was made by Ms. Corliss, seconded by Ms. Cohen, to delegate final review of the school documents to Board staff, and upon receipt of revised documentation incorporating the Board's recommended changes, and upon meeting all other Board requirements including a final inspection, to approve the school.

The Chair called for a Roll call vote:

Ms. Breedy (Yes), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Stowe (Yes), and Ms. Talbot (Yes).

The Motion passed 6-0.

### **Interpreters for Exams**

Mr. Lawless reported that he made an inquiry with PSI on whether translators would be allowed for exams. He said that PSI does allow translators with a few stipulations, including that they cannot be licensees in the profession related to an exam, and cannot be related to the test taker or the test taker's school instructor. The Board asked Mr. Lawless to obtain more information from PSI on how the Board could begin allowing translation services.

### **Executive Session Applicant Review Letters**

The Board discussed requirements for letters from incarcerated applicants that must be reviewed in an Executive Session. The Board gave direction to staff to require that applicant letters must address all of the applicable factors listed in the Board's CORI Policy, including the description of the incidents, how long ago they occurred, the applicant's age the time of the incidents, and any rehabilitative efforts the applicant has made.

### **PSI Exams**

Mr. Lawless shared the most recent pass rates with the Board. He also reported that the agency's legal department is proceeding with contacting PSI regarding the exam performance. Janice Dorian from Mansfield Beauty Schools asked the Board to adjust the exam subject areas to match the curriculum hour percentages for each subject area.

After discussion, the Board gave direction to staff to request additional data from PSI on exams, including candidate performance by subject area on each exam, and the bell curve of pass rates for each exam.

**Public Comment:**

None

**Executive Session CLOSED per M.G.L. c. 30A, § 21(a)(1), Individual Character Rather Than Competence**

A MOTION was made by Ms. Cohen, seconded by Ms. Gilroy, to adjourn the public meeting at **12:32 p.m.**, and to enter into **Executive Session, pursuant to Massachusetts General Laws chapter 30A, Section § 21(a)(1)** to discuss individuals' character rather than competence; and then to move into **Quasi-Judicial Session, closed per M.G.L. c. 30A, § 18**, for the purposes of conducting Board deliberations on decisions; and then to move into **Closed Investigative Conference, closed session pursuant to G.L. c. 112, § 65C**, to consider open cases, conduct investigative conferences, and consider settlement offers; and the Open Meeting would not resume.

The Chair called for a Roll call vote:

Ms. Breedy (Yes), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Stowe (Yes), and Ms. Talbot (Yes).

The Motion passed 6-0.

**Quasi-Judicial Session, closed per M.G.L. c. 30A, § 18**

During the closed Quasi-Judicial Session, the Board voted to take the following actions:

New England Barber Academy Application

Guidance Given to Board staff

A MOTION was made by Ms. Cohen, seconded by Ms. Gilroy, to exit Quasi-Judicial Session and to move into Closed Investigative Conference, closed session pursuant to G.L. c. 112, § 65C, to consider open cases, conduct investigative conferences, and consider settlement offers.

**Closed Investigative Conference, closed session pursuant to G.L. c. 112, § 65C**

During the closed Investigative Conference, the Board voted to take the following actions:

**Settlements**

2023-200752-FI-ENF

Guidance Given to Prosecutor

2023-201802-FI-ENF

Guidance Given to Prosecutor

2023-203108-FI-ENF

Guidance Given to Prosecutor

2023-203147-FI-ENF

Guidance Given to Prosecutor

2023-202782-FI-ENF

Guidance Given to Prosecutor

2021-000464-IT-ENF

Guidance Given to Prosecutor

**Review of Cases**

2023-201923-FI-ENF	Dismissed
2023-000707-IT-ENF	Dismissed with an Advisory
2023-000642-IT-ENF	Referred for Prosecution
2023-000482-IT-ENF	Referred for Prosecution

**Adjournment**

A MOTION was made by Ms. Gilroy, seconded by Ms. Cohen, to adjourn the meeting at 3:25 p.m.

The Chair called for a Roll call vote:

Ms. Breedy (Yes), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Stowe (Yes), and Ms. Talbot (Yes).

The Motion passed 6-0.

The above Minutes were approved at the open meeting held on January 11, 2024.



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Richard Lawless, Executive Director

**Documents Used During the Meeting:**

Agenda

Draft Minutes of November 9, 2023 Open Meeting

Documentation from PostQuam

Documentation from Monarch School of Barbering

Documentation from Be Beauty Institute

Documentation from New England Barber Academy

Documentation from Flavia Leal Manicuring School – Revere

Board Policy on Review of Applicants with Criminal History or Pending Criminal Charges (CORI Policy)

November 2023 PSI Exam Data